

DEPARTMENT: City Manager

DATE ADOPTED: February 4, 1984

DATE OF LAST REVISION: April 28, 1993

128.01 Authority: Chapter 386.201-386.209, Florida State Statutes.

128.02 Purpose: The purpose of this policy is to implement the 'Florida Clean Indoor Air Act' governing smoking in 'Public Places' as defined by the Florida State Statutes. Furthermore, it is the intent of the policy to define the conditions and locations where both private citizens and employees of the City of Tallahassee will be allowed to smoke on City property.

128.03 Scope and Applicability: The provisions of this policy apply to the general public and all City employees who occupy or visit municipally owned or leased buildings, facilities, and vehicles.

128 .04 Definitions:

- A. Smoking - the possession of a lighted cigarette, lighted cigar, lighted pipe, or any other lighted tobacco product.
- B. Public Place - means the following enclosed indoor areas used by the general public:
 - 1. Government buildings
 - 2. Elevators
 - 3. Auditoriums
 - 4. Recreational facilities
 - 5. Places of employment
 - 6. Public means of mass transportation and their associated terminals.
- C. Enclosed - closed in by a roof and four walls with appropriate openings for entering and exiting.
- D. Government buildings - any buildings or any portion of a building owned by or leased to the City used for governmental purposes.
- E. Places of employment - any public place under the control of the City which employees normally frequent during the course of employment, including but not limited to work areas, employee lounges, employee cafeterias, conference rooms, and vehicles.
- F. Common facilities - applies to all meetings open to the public conducted in City facilities.

128.05 Implementation: It is the policy of the City of Tallahassee to prohibit smoking in all City facilities. Exceptions to the policy may be granted to those areas in city facilities that engage in restaurant and/or lounge activities.

128.06 Action: Each building manager will, within thirty (30) days of the issuance of this regulation:

- 1. Post the policy conspicuously in each building or facility and post appropriate "no smoking" signs throughout each building, as necessary, to inform the using public and employees.

2. File a copy of the policy in the Fire Prevention Bureau.
3. Meet with and advise the affected employees of the policy.

128.07 Enforcement: Any violation of rules and regulations contained herein may result in the prescribed disciplinary action as contained in Chapter 709, "Disciplinary Action", of the Personnel Policy and Procedures Manual.

128.08 Administration: The Executive Department has the responsibility for administration of this policy.

128.09 Sunset Review:

February 14, 1984(Policy Adopted)
January 15, 1987 (Policy Revised)
April 28, 1993 (Complete Policy Rewrite)
April 1998 (Sunset Review)